



**ADDENDUM NO. 1, DATED 4/16/2021**

**RE: FURNISH JANITORIAL / HOUSEKEEPING SERVICES  
AT THE SLU SCHOOL OF NURSING FACILITY  
4849 ESSEN LANE, BATON ROUGE, LOUISIANA  
FOR SOUTHEASTERN LOUISIANA UNIVERSITY**

Dear Bidder,

BID OPENING DATE/TIME: April 22, 4:00 P.M., Central Time

Vendors present for Mandatory Pre-Bid Conference, Tuesday, April 13, 2021, 10:00 a.m. Axe National, Bell's Janitorial, Brite Shine Cleaning and Floor Care, Dispatch LLC, Diversified, First Klass Enterprises LLC, Interstate Building Maintenance, JaniKing, Platinum Cleaning Service, Professional Cleaning and Maintenance Service, Street Legacy LLC.

1. Clarification for classroom wipes. Southeastern Louisiana University will provide the wipes to be used in the classroom wipes dispensers.

2. Reminder for Mandatory Restroom Log Sign-in Service Sheet, will have to be emailed to Mark Whitmer (mark.whitmer@selu.edu) weekly. See page 17.

3. Correction under Notice to Bidder, page 17:

**EQUIPMENT AND SUPPLIES TO BE PROVIDED BY THE UNIVERSITY**

The University shall furnish the following equipment, when necessary, to the Contractor: liquid soap dispensers, towel dispensers, toilet tissue dispensers, waste baskets, trash receptacles and indoor floor mats. The University reserves the right to deny any request for these materials if it is determined by the University as unnecessary for the facility desired. THIS HAS BEEN REMOVED AND REPLACED WITH THE FOLLOWING:

**EQUIPMENT AND SUPPLIES TO BE PROVIDED BY THE CONTRACTOR**

The Contractor shall furnish the following equipment, when necessary, to the Contractor: liquid soap dispensers, towel dispensers, toilet tissue dispensers, waste baskets, trash receptacles and interior and or exterior floor mats. The University reserves the right to deny any request for these materials if it is determined by the University as unnecessary for the facility desired.



**4. Correction under Notice to Bidder, page 19, current sentence:**

The Contractor agrees that all employees of the Contractor shall register their motor vehicles with the University Police Department and that all employees will pay the current annual faculty/staff vehicle registration fee of forty-five (\$45) dollars per vehicle.

THIS HAS BEEN REPLACED WITH THE FOLLOWING:

**The Contractor agrees that all employees of the Contractor shall register their motor vehicles with the University Police Department and that all employees will pay the current annual faculty/staff vehicle registration fee of forty-five (\$60) dollars per vehicle.**

**5. Correction under SUPERVISION, page 21, current paragraph:**

The Contractor shall provide, at a minimum, at least one (1) working supervisor during the schedule hours as approved by the university. The regular schedule being 7:30 a.m. til 5:00p.m. Monday through Friday, EXCEPT during the summer when the university may elect a four day work week with a schedule of 7:00 a.m. to 5:30 p.m.

THIS HAS BEEN REPLACED WITH THE FOLLOWING:

**The Contractor shall provide, at a minimum, at least one (1) working supervisor during the schedule hours as approved by the university. The regular schedule being 7:30 a.m. til 5:00 p.m. Monday through Thursday and 7:30 a.m. til 12:00 p.m. Friday. EXCEPT during the summer when the university may elect a four day work week with a schedule of 7:00 a.m. to 5:30 p.m. Monday through Thursday.**

**6. Correction under General Requirements, page 23, current paragraph:**

3) The Contractor shall provide at least one (1) working supervisor and at least one (1) additional custodial worker during the hours of 7:30 a.m. and 5:00 p.m. Monday through Thursday, and 7:30 a.m.- 12:30 p.m. on Friday. Allowance is made for a thirty (30) minute lunch from 12:00 p.m. through 12:30 p.m. (Monday - Thursday) and 7:30 a.m. through 12:30 p.m. on Friday. Monday - Thursday 7:30 a.m. - 5:00 p.m. Friday - 7:30 a.m. - 12:30 p.m. THIS HAS BEEN REPLACED WITH THE FOLLOWING:

**3) The Contractor shall provide at least one (1) working supervisor and at least one (1) additional custodial worker during the hours of 7:30 a.m. and 5:00 p.m. Monday through Thursday, and 7:30 a.m.- 12:00 p.m. on Friday. Allowance is made for a thirty (30) minute lunch from 12:00 p.m. through 12:30 p.m. (Monday - Thursday) and 7:30 a.m. through 12:00 p.m. on Friday.**

**Monday - Thursday 7:30 a.m. - 5:00 p.m. Friday - 7:30 a.m. - 12:00 p.m**



The above shall become part of the Invitation to Bid.

Bidder should reference the addendum in the appropriate blank on the Bid Response Form to acknowledge receipt of the addendum.

Sincerely,

*Monette Scott*

Monette Scott  
Procurement Specialist

cc: Physical Plant  
File

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Addendum Acknowledged By:

Name of Business: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_